Date	Permit Number
a	Filing Fee
	DIVISION APPLICATION d County, Nabrooks
Howard County, Nebraska	
Name of Proposed Plat	
Applicant's Name	
Address	Phone #
Legal Description of Property from which the Subdivision is being made	
Acres from which the Subdivision is being ta	ken Acres in proposed Subdivision
	increases in service requirements such as, utilities, or will it interfere with maintaining existing service
Does the proposed Subdivision have direct ac	ccess to an improved road or street? Yes No
Will a substandard-sized lot or parcel be creater from which the subdivision is being made?	ated either to the proposed tract or the remaining parcel
Has the proposed tract been previously split regulations? YesNo	in accordance with these regulations or the zoning
	Signatures
	Signatures
Property owners name (print)	Signatures
FOR OFFICE USE:	
Date of pre-plat conference:	Other residences in the 1/4? Yes No
Name of Surveyor preparing Plat	Address
	on requirements? Yes No If not, list the
Zoning District School District	Date Notified
	Action of PCApprovedNot Approved
Planning & Zoning Chairman's signature	Date
Omar man o orginature	Datt
Date before Co. Commissioners County Commissioner	Action of BoardApprovedNot Approved
	Date

Comments: ______

SINGLE LOT SUBDIVISIONS

SECTION 1. <u>Purpose and Intent.</u> The intent of this section is to provide for the subdivision of land into not more than <u>two</u> tracts. This process is required for the division of land into tracts of less than 20 acres.

SECTION 2. <u>Application Procedure.</u> An application for a single lot subdivision shall be made by the owner of the land to the Zoning Administrator far enough in advance to allow for the publication notice for a public hearing, at least 10 days prior to said hearing with the Planning and Zoning Commission.

The applicant must:

- 1. Fill out an application.
- 2. Show proof of ownership by deed
- 3. Pay appropriate fees.
- 4. Present a appropriate plat with the surveyor's seal and signature with 15 legal size copies. Final (Mylar) plat must be in Zoning Office prior to public hearing being set.
- 5. If the subdivided plot is changing ownership the sub divider must provide the names and addresses of the adjoining landowners.
- 6. The lot must have direct access to an improved road or street.
- 7. The lot must be of a legal/permitted size for the zoning classification it is located in.

SECTION 3. <u>Approval.</u> Before becoming legal this single lot subdivision must meet the following requirements:

- 1. The Planning Commission and/or Governing Body may make such additional requirements as deemed necessary to carry out the intent and purpose of existing subdivision and zoning regulations and governing body policy.
- 2. The Planning Commission and Governing Body shall, in writing, either approve with or without conditions or disapprove the subdivision, after all conditions have been met. The Planning Commission and Governing Body shall sign a certificate of approval to be affixed to the subdivision survey. A certified copy thereof shall be filed with the Register of Deeds and the official designated to issue zoning/building permits. The survey must be filed with Register of Deeds no later than 90 days following the date of approval by the commissioners. (updated 3-13-2012)